



Board of Directors Meeting

TUESDAY, June 19, 2018

5:15 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306

___ **Agenda & Management Summary**

X Minutes

<u>No.</u>	<u>Item Description</u>	<u>Ref.</u>	<u>Discussion</u>	<u>Action</u>
1	<u>Commencement of Meeting</u>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Meeting started at: 5:15 p.m. Quorum met. Correction to Agenda & Management Summary made match 3.g.4 with Meeting Notice & Agenda.
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u>	
			Phil Crosby, President	Present
			Mark Hall, Vice President, and Chief Financial Officer	Present
			Fred Wiley, Secretary	Present
			<u>Delegates</u>	



Montagna HOA by and through Stephen Greenfield	Present
Rio Vista HOA by and through Raj Doshi	Not Present
Rio Vista Estates HOA by and through Wayne Stephens	Not Present
Highpointe Rio Bravo 224, L.P by and through	Not Present
Estates of Rio Bravo HOA	Not Present
The Manors by and through Chris Felix	Not Present
Andrew Fuller	Not Present
Rio Bravo Country Club, LLC by and through Randy Steniert	Present

Guest(s)

Rio Bravo Fairways by and through Karen Gleiter	Not Present
Rio Bravo Golf Course Master HOA by and through Randy Steinert	Present
Casa Club HOA by and through	Not Present



Mario Valenzuela, Sarah Resa, Manager	MV Present
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1.c Approval of the May 15, 2018, Meeting Minutes.

FW motioned to approve the May 15, 2018, Minutes. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Forum

Discussion was held prior to meeting over common area and helping RBCC – No action taken.

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, July 18, 2018
 Time: 5:15 p.m.
 Location: Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93301

Meeting rescheduled from July 17, 2018, to July 18, 2018.

3. **Financial & Accounting**

CONSENT

3.a Financial Summary – account balances as of June 19, 2018.

\$46,447.60 Chase Operating Account
 \$64,540.64 Chase Savings Account
 \$25,483.45 Pacific Western CD 7/30/17

 \$136,471.69

MH motioned to approve CONSENT items. FW 2nd – All in Favor.



- 3.b Chase Bank Checking Activity, C \$40,304.96
Operating Account, Non-redacted version available in BOD
Reconciliation, and Bank files. Δ
Statement for account ending
5572. Reconciliation report
through 5/31/18.
- 3.c Chase Bank Savings Activity, C \$64,540.64
Reconciliation, and Bank Non-redacted version available in BOD
Statement for account ending files.
5761. Reconciliation report
through 5/31/18.
- 3.d Pacific Western Bank CD -1 C \$25,242.17
(Ending 744) (Reserve)
Issue Date 7/30/16. Maturity
Date 7/30/17. Term 12 months.
Rate 0.150%
- 3.e Financial Report for May 2018. C Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
Reserve Report
- 3.f Outgoing Funds RATIFICATION – Utilities/Dwelling Live



- C 1. \$38.38 on 6/4/18 California Water Service (account 5814588888) Electronic Payment
- C 2. \$246.11 on 6/4/18 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 3. \$158.92 on 6/4/18 to AT&T (6618715613) Electronic Payment
- C 4. \$82.81 on 6/5/18 to Spectrum (0050633728-01) Electronic Payment
- C 5. \$1,082.38 on 5/23/18 to DwellingLive (subscription and passes)
- C 6. \$1,082.57 on 6/13/18 to DwellingLive (subscription and passes)

CHECKS TO DISBURSE

- C 7. \$13,764.00 to M&S Security (security gate May 2018)
- C 8. \$1,440.00 to Plahn Landscape Inc. (monthly service) May 2018
- C 9. \$1,953.50 to RBCA (transfer to reserve savings – May 2018)
- C 10. \$1,573.68 to HOA Management Solutions, Inc. (May 2018)



- C 11. \$200.00 to Aurelio Hernandez (June 2018 janitorial services)
- C 12. \$122.00 to Beaumont Tashjian (legal services)
- C 13. \$35.00 to Banks Pest Control (semi-monthly service)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■ As to Item 3.g.1, no update.
- 2. Fuller Annexation / Billing ■ As to Item 3.g.2, no update.
- 3. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.3, discussed in Executive Session.
- 4. Lien Assessments for 387-334-02-7; 387-342-01-7; and 387-334-02-2; 387-333-02-4. As to Item 3.g.4, discussion was had on lien assessments and separate approvals to lien as follows:
 - MH motioned to file lien assessment on 387-334-02-7. FW 2nd – All in Favor.
 - MH motioned to file lien assessment on 387-342-01-7. FW 2nd – All in Favor.
 - MH motioned to file lien assessment on 387-334-02-2. FW 2nd – All in Favor.
 - MH motioned to file lien assessment on 387-333-02-4. FW 2nd – All in Favor.



4. **Regular & Ongoing Business**

- 4.a Operational Items
1. Drainage and Flood Prevention Committee Report As to Item 4.a.1, PC provided update.
 2. Front Gate Signage As to Item 4.a.2, PC presented proposes for signage at front gate. Proposal considered are on page 65 of packet for \$1,383.30 and page 66 of packet for \$950.01. Discussion was had. FW motioned to authorize entry into contract for signage and provide requisite down payment, total not to exceed \$3,000.00. MH 2nd – All in Favor.
- 4.b Roadway Maintenance Report
- 4.c Landscape Maintenance Report
1. Cell-Tower Damaged Landscaping
- 4.d Board Education & Training Davis-Sterling Newsletter Topic Links Information in packet.
- 4.e Summary of Prior Executive Session Report Review of collection report had.
5. **Security Gate Business**
- 5.a Security Gate Report
1. Notable Activity / Owner Concerns As to Item 5.a.1, discussion of interruptions with power loss.



2. Spectrum Internet Bid As to Item 5.a.2, MH to test internet speed.
3. Gate Management As to Items 5.a.3 and 5.a.4, no action.
4. Cost Sharing Agreement - Guard

Adjournment of Meeting

Time: 6:30 p.m.

MH motioned to adjourn meeting. FW 2nd – All in Favor.

- Δ Symbol notates an update to listed item on the posted agenda prior to meeting.
- Symbol notates items also set for discussion in Executive Session.



Notes:

1. Unless indicated, a quorum has been determined to exist if minutes are approved for the respective meeting date indicated.
2. Section 6 is kept separate and confidential from Sections 1 through 5. Only the Board can release such information.
3. Incoming and Outgoing Correspondences: General, Billing, and other general correspondences, billings, and communications are not posted for meetings but are available for inspection as required by law. Correspondences bearing key relevance to upcoming meetings are generally listed in agenda.
4. For simplicity, initials of Board, Delegate, & Management members are used.
5. Supporting documents, if any, are placed in order of the appropriate section, 1 through 6, with supporting documents for the Appendices and Supplements placed in section 6.
6. Supplemental information to be provided at BOD meeting if it becomes available.
7. Items “Retained on agenda” because an open question or issue remains unresolved or because of a repetitive nature per Board directive.
8. Certain information may be redacted in part because of privacy or other reasons per director of Board but is available for inspection as required by law.

2018 RBCA GOALS

Date Achieved:	Goal Description
Not Completed	1. Acquire ownership or management control of secondary back gate and enhance RBCA community security.
Not Completed	2. Acquire the requisite easements from RBCC on all common areas.
Not Completed	3. Complete a cost sharing agreement with non-annexed associations for Guard services.
Not Completed	4. Create RBCA Emergency Response Plan
Not Completed	5. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.